

RICCI GREENE ASSOCIATES

Agreement
SULLIVAN COUNTY COMMISSIONERS
WITH RICCI GREENE ASSOCIATES
Dated June 15, 2006

Subject: Criminal Justice System Needs Assessment and Jail Pre-Architectural Program

THIS AGREEMENT entered into on the last date written below by and between THE SULLIVAN COUNTY BOARD OF COMMISSIONERS, hereinafter referred to as the COUNTY, and RICCI GREENE ASSOCIATES, hereinafter referred to as the CONSULTANT, whose address is 158 West 27th Street, New York, NY 10001.

WITNESSETH:

That, the COUNTY and the CONSULTANT, for the mutual considerations herein contained and specified, do hereby agree as follows:

SECTION 1 – BASIC SERVICES OF THE CONSULTANT

- 1.1 The CONSULTANT agrees to provide the COUNTY with the services relating to a County Department of Corrections Needs Assessment more fully described as Phase 1 [Needs Assessment] and Phase 2 [Pre-Architectural Program], in the Scope of Services of the Sullivan County Criminal Justice Needs Assessment Study attached hereto as Exhibit "A" and incorporated herein.
- 1.2 CONSULTANT represents that RICCI GREENE ASSOCIATES is experienced in projects similar to the Project. CONSULTANT will engage JFA Associates (Wendy Naro-Ware) as its subcontractor to provide services relating to population projections, and Alternative Solutions Associates, Inc. (Kevin Warwick) to provide services related to alternatives to incarceration as contemplated by the Scope of Services attached hereto as Exhibit "A".
- 1.3 CONSULTANT will provide the Basic Services in an efficient and timely manner consistent with professional skill, due care and the interest of the COUNTY with the goal of completing both Phases by December 15, 2006.

SECTION 2 – RESPONSIBILITIES OF THE COUNTY

- 2.1 County Manager Ed Gil de Rubio and Jail Superintendent Scott Hagar will be the COUNTY representatives in dealing the CONSULTANT. Except as hereinafter provided, the CONSULTANT shall be entitled to rely upon authorizations, approvals, and/or instructions from County Manager Ed Gil de Rubio and Superintendent Scott Hagar is the day-to-day contact for the Project unless and until otherwise notified in writing by the COUNTY.

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- 2.2 The COUNTY shall assist the CONSULTANT by placing at its disposal such information relating to the existing jail facility and the site thereof as the County has available.
- 2.3 The COUNTY shall be responsible for the collection of jail data required for the inmate population analysis and projections as per the data collection instrument developed by the CONSULTANT with input from the Superintendent.
- 2.4 The COUNTY shall provide such legal services as the COUNTY may require or as the CONSULTANT may reasonably request with regard to legal issues pertaining to the Project.

SECTION 3 – PERIOD OF SERVICE

- 3.1 The CONSULTANT shall commence work on or about June 15, 2006, and continue the same diligently and expeditiously until the services identified as Phases 1 and 2 are complete on or about December 15, 2006, unless the COUNTY shall have elected to terminate this agreement as hereinafter provided.
- 3.2 The COUNTY may elect to terminate this Agreement by giving not less than (5) days written notice to the CONSULTANT of such termination. The COUNTY shall pay the CONSULTANT for services rendered and expenses incurred prior to termination date. All finished and unfinished documents and other materials belonging to the COUNTY shall be returned by the CONSULTANT upon any such termination. Further, copies of all work product produced by the CONSULTANT or its subcontractor in connection with the Project (including, without limitation, drawings, renderings, models, sketches, specifications, reports, analyses, statistical data, and other material produced) prior to the termination date shall be delivered to the COUNTY and the COUNTY shall be entitled to use the same in any manner whatsoever.

SECTION 4 – PAYMENTS TO THE CONSULTANT

- 4.1 The CONSULTANT shall be paid the total sum of **One hundred thirty two thousand and five hundred dollars (\$132,510.00)** for Basic Services in monthly installments as such services are rendered as hereinafter provided in Section 4.4. Such Compensation is detailed and allocated among Phases 1 and 2 as described on Exhibit "B" labeled Compensation attached hereto. Travel and other project-related expenses are included in the sum total of \$132,500.00
- 4.2 Service requested by the COUNTY that are outside the scope of the Basic Services shall be rendered by CONSULTANT by employees of the CONSULTANT or its subcontractor at the hourly rates indicated on Exhibit "C" charged in increment of tenths of an hour. Such rates include all direct and indirect personnel costs, administrative costs, overhead and profit. Services not included as part of the Phases and that are outside the scope of Basic Services include, without limitation, tours of other jail facilities, preparation of state or Federal grant applications and meetings in conjunction therewith, and attendance at a public hearing or meeting (other than those with the COUNTY held in conjunction with a trip by

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CONSULTANT or its subcontractor for meetings or consultations with the Project Oversight committee or Project Liaisons).

- 4.3 The CONSULTANT shall submit signed invoices to the COUNTY that reasonably detail the Basic Services performed during the preceding month. The compensations requested shall be based upon the percentage of completion of each Phase less the amount of aggregate compensation paid in preceding months. The extent and percentage of the Phases performed shall be subject to audit and the CONSULTANT shall provide such supporting documentation to the COUNTY as may be reasonably requested by the COUNTY. Invoices shall be submitted monthly for Basic Services performed during the preceding month.
- 4.4 Payments for services in connection with the Project shall be made to the CONSULTANT unless otherwise directed in the invoice submitted for payment. Payments to the CONSULTANT shall include payment for the services of its subcontractors.

SECTION 5 – GENERAL CONSIDERATIONS

- 5.1 The COUNTY may require changes in the Scope of Services of the CONSULTANT to be performed hereunder, which may increase or decrease the amount of compensation, or may result in extending the period by which Phases 1 and 2 are to be completed. Any such changes must be written amendment(s) of this Agreement which are to be mutually agreed upon and signed by the COUNTY and CONSULTANT.
- 5.2 The CONSULTANT hereby certifies that it has and will maintain insurance coverage according to the Certificate of Insurance, Exhibit D attached hereto, and that it will indemnify and hold harmless the COUNTY from any and all claims and/or liability which may arise as a result of the Consultant's negligence, errors and/or omissions in the performance of its professional services and duties to this Agreement.
- 5.3 The CONSULTANT will indemnify and hold harmless the COUNTY, its agents and employees from any and all claims and/or liability which may arise as a result of personal injury to and/or property damage of any employee of the CONSULTANT in the course of performing work under this Agreement, except when the COUNTY is found to be negligent.
- 5.4 The CONSULTANT, as well as employees of the CONSULTANT, shall in no way be considered employees of the COUNTY for any purpose including, but not limited to, retirement benefits, workers' compensation, unemployment compensations, health insurance, or any other fringe benefits.
- 5.5 All notices given pursuant to this Agreement shall be communicated in writing and shall be deemed to have been given upon receipt when delivered in person, by recognized overnight courier service or via facsimile transmission (with confirmed answerback) or as of the third business day after the same has been deposited with the United States Postal Service, postage prepaid for registered or certified mail. Notices shall be directed to Seller and Buyer at the following addresses:

R I C C I G R E E N E A S S O C I A T E S

To the COUNTY: Sullivan County Board of Commissioners
14 Main Street
Newport, New Hampshire 03773
Attention: Ed Gil de Rubio
Ph. No. 603.863.2560
Fax No. 603.863.9314
E-mail: manager@sullivancountynh.gov

To CONSULTANT: RICCI GREENE ASSOCIATES
Architects & Planners
158 West 27th Street
New York, NY 10001
Attention: Ken Ricci, FAIA
Ph. No. 212.563.9154
Fax No. 212-279-1037
E-mail: ken@riccigreene.com

5.6 This Agreement shall be governed by the laws of the State of New Hampshire.

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IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year first above, by affixing the signature of duly authorized persons.

WITNESS:

RICCI GREENE ASSOCIATES

BY: 

Kenneth Ricci, FAIA

Date signed: _____

Consultant Fed I.D. Number: 13-3670559

WITNESS:

SULLIVAN COUNTY BOARD OF COMMISSIONERS

BY: 

Ed Gil de Rubio, County Manager

Date signed: 6/21/09

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EXHIBIT A: SCOPE OF WORK

Needs Assessment Study and Pre-Architectural Program

PHASE 1

NEEDS ASSESSMENT

TASK 1A:

CRIMINAL JUSTICE SYSTEM SURVEY

The purpose of this task is to obtain an overview understanding of the system issues that influence jail use and activity, and to document existing non-incarcerative programs and initiatives. This information will be incorporated in the development policy initiatives and community corrections programs as related to jail bedspace needs. The survey methodology includes both a review of relevant reports and documents provided by the County, supplemented by a series of interviews with "key actors" in the Sullivan County Criminal Justice System.

All criminal justice agencies mutually identified by the Client and Consultant will be contacted at the project's outset, and meetings and interviews with department heads and staff will occur as the project develops. Prior to interview scheduling, the Team requests data from each agency or office relating to budget, staffing, workload, and annual/monthly reports. The data allows the Team staff to prepare for interviews, but more important, to thoroughly acquaint the Team with the nature of the County's organization overall and current resource allocation.

Key Stakeholder Interviews

Agencies interviewed could include:

- Judiciary
- Sheriff's Department
- Jail Administration
- Prosecutor's Office
- Public Defender
- Diversion Program Staff
- County Attorney's Office

The number of individuals admitted to the Sullivan County Jail, and the amount of time they remain confined are partly the result of criminal justice policies, procedures and practices. In this regard, the Criminal Justice system survey will also serve to identify and document those factors that have influenced jail use. This might include issues such as:

- Legislative changes

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- State and local policy/procedural changes
- "Bottlenecks" in system flow
- Other factors impacting jail use

TASK 1B:

INMATE POPULATION PROFILES

Effective jail planning requires a documented understanding of the kind of offenders who are incarcerated. Inmate population profiles provide key stakeholders and decision-makers with this kind of information. Utilizing existing jail data, the profile analysis will focus on the following:

Inmate Characteristics

Research team members will describe the jail population in terms of socio-demographic characteristics, legal status, criminal history, admitting offenses, offense severity, length of stay, sentence lengths, recidivism history, special needs and custody levels. Special attention will be devoted to identifying characteristics that are most useful in determining an offender's housing needs and risk to public safety (i.e., age, education, employment history, residency, in-custody behavior and escape history). Custody criteria will be used to identify the most cost-efficient housing for offenders, while the risk and needs-based data will be used to identify those offenders best suited for placement in the community with appropriate levels of supervision and services. It is our understanding that the data system is not computerized. We will develop a data collection instrument for use by jail staff in collecting the required data.

Inmate Classification Analysis and Plan

Using information from the current classification system of each facility and other relevant correctional facility records, the offender population will be divided into the following categories: male/female, pre-trial/sentenced, nature of charges (felon/misdemeanant violation of probation/parole, holds, & other), special custody including mental and medical cases, disciplinary segregation, administrative segregation, trustees, work release, and substance abusers. Key data elements will also include legal status, charge status, date of birth, ethnicity, education level, family ties, emotional/mental health status, substance abuse and release status. An effort will be made to determine changes in the composition of the correctional facility population in these various categories.

TASK 1C:

ALTERNATIVES TO INCARCERATION

R I C C I G R E E N E A S S O C I A T E S

The consultant team will review existing alternatives programs in Sullivan County and review the following:

- Review of existing alternative program
- Number in existing jail diversion program
- Numbers in existing pre-trial alternatives
- Number in existing alternative program

The Team will develop recommendations of alternative to incarceration programs that can be implemented in Sullivan County. Recommendations will be made based on the inmate profile data developed in earlier steps and the needs of Sullivan County. A review of programs that have enjoyed success in other cities and counties around the country will be conducted and assessed for implementation in Sullivan County. The goal is to develop information and recommendations for the potential of using alternative to incarceration options. A comparison of cost benefits and savings will be made between each alternative and traditional incarceration:

- Numbers in existing jail diversion program
- Numbers in existing pre-trial alternatives
- Number in existing alternative program

The consultant team will recommended the following:

- Enhancements to existing alternative program
- Recommendations for implementation of additional programs based on gaps in the present system

The team will recommend alternatives in regard to national best practice and the alternatives that can most effectively be implemented in Sullivan County.

The consultant team will assist the county in developing a classification flow matrix that will provide the following:

- A method to move offenders through the system and into treatment and alternatives; and
- Plans for offenders based on behavior and charge to move to lower security levels.

This type of system builds upon objective classification and bridges treatment and alternatives program into the process.

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TASK 1D:

POPULATION TRENDS AND PROJECTIONS

The purpose of this task is to develop a series of forecasts of correctional bedspace and community corrections programs required over the next twenty years.

The population forecast is tailored to reflect the unique characteristics of Sullivan County's criminal justice system and correctional population. The Wizard 2000 Simulation Software created by Ms. Naro-Ware has successfully been used to generate over 100 offender population forecasts in over 30 state and local jurisdictions.

Data Sources and Collection

The first activity will be to identify data sources to produce the required extract files. These extract files, admissions to the jail, releases from the jail, and the daily inmate population, should include the same data elements listed in the appendix of this proposal. Although obtaining all three types of extract files is ideal, an adequate simulation model can be produced with only the "release" extract file. Project staff will consult with County staff to review the possible data sources and to develop a plan for providing the necessary data. From these interviews, research team members will develop a formal, detailed data request for the necessary information. These data will be verified and audited, then used to build the simulation model. If automated data cannot be obtained from the jail information system, a manual data collection effort will be required. To collect the necessary data, a sample of cases will be drawn from a pool of offenders admitted to and released from the jail during a recent 12-month period.

A data collection instrument will be designed to collect individual-level data using the list of indicators described in Appendix A. If necessary, a second manual data collection effort may collect similar information on a sample of offenders in custody on a particular day (i.e., a "snapshot" of the current population). Local staff will oversee the manual data collection effort and will transmit the completed forms to the research team to be merged with existing automated case files. The resulting data will be used to develop the simulation model.

Analysis of Defendant Processing

An inmate tracking analysis follows a sample of inmates from booking through release to evaluate the efficiency of the flow of offenders through the system. Tracking inmates shows the number of persons entering the jail, the length of time that they remain, and the timing and mode by

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which they are released. This type of analysis can demonstrate points in the flow that may be made more efficient, with the result of saving beds and resources. It leads to an analysis of alternative procedures as well as custody facilities and programs.

Jail Facility Historical Trends

Jail population projections are based on several factors, including the number of individuals who enter the facility, how long they remain incarcerated, and the daily population census. Each of these variables will be analyzed to identify any significant trends.

Admissions: (ADM) = the number of admissions/bookings to the Indiana County Jail

Length of Stay: (LOS) = the amount of time that inmates spend in custody, from admission to release.

Jail Daily Census: (ADP) = the average daily population of the facility.

Trends in Female Incarceration

These data will include the average monthly population (APD) for each month during the past five years, monthly admissions into the jail system over the past five years, crime trends for the state by county and court disposition rates by county, if available. These data will be analyzed and used to develop the simulation model assumptions.

Baseline Projection

The research team will work closely with County administrators to prepare the final simulation model and to produce the forecast. A simulation model will be built based on the assumption that existing policies, procedures, and practices will remain unchanged. This model will be considered the baseline forecasts and will serve as a foundation upon which to quantify other forecast and assumptions.

The 20-year projection of the jail population will include statistical analysis on admission, release, and daily population trends, other trends likely to impact future trends (demographic, crime rate, and criminal justice policies), the key assumption underlying the projections, and the projections themselves. The estimates will be dis-aggregated by gender, legal status (pretrial, sentenced, state, and other groups), and custody levels. The projected bed capacity will be included to estimate the necessary number of new jail beds by security level.

Alternative Forecasts

A set of analytical assumptions will be developed that will provide the foundation for the final model. These assumptions typically include items

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that are currently not available from exiting data sources (e.g., number of future admissions to the jail system, recently passed legislation, changes in criminal justice policy/practices, and new/expanded community correction program initiatives). Once the final assumptions have been developed, final projections will be issued and presented to policy makers and other key stakeholders. A number of alternative forecasts will be developed based on findings from the risk assessment and correctional options component of the project.

Results and findings from the simulation model, legislative impacts and alternative scenarios will be summarized in a briefing document presented to county decision-makers. If requested, Institute research staff will formally present the findings of this research. Results from the simulation forecasting effort will also be included in the final report.

The forecast model will estimate the effects of the use of community programs and criminal justice policy changes. For each forecast issued, the key assumptions will be presented along with a statistical analysis of the targeted population. The alternative forecasts will also be disaggregated by gender, legal status, and custody levels. The projected bed capacity will be included to estimate the required number of new jail beds by security level.

TASK 1E:**JAIL POPULATION MANAGEMENT PLAN**

Utilizing the bedspace and community corrections forecasts developed in the previous task, and in conjunction with the factors identified in the criminal justice system survey, we will develop a series of Options for responding Sullivan County's correctional population needs. Each Option developed will represent a mix of resources – jail beds and community corrections programs.

Options will be presented in workshop sessions with the Client in sufficient detail to allow for a comparison of key features, with the goal of arriving at a preferred Option. Each Option will be described in terms of:

- Number and type of jail beds
- Facility options for meeting anticipated bedspace needs, including a general overview of related operational, programming, staffing and site considerations, and potential re-use of existing facilities and costs. The inclusion of female inmates in the new facility, will also be incorporated
- Number and type of community corrections programs

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- General description of each program, including an overview of related operational and staffing issues and costs
- Implementation issues and interim strategies for dealing with jail crowding

Order of magnitude cost estimates of capital and operating costs will be developed for each policy program or facility option to allow for a comparison of each scenario presented. At this level, cost estimates will be based on unit measures such as cost per bed, renovation vs. new construction, per capita operating costs, and the like.

At the conclusion of this task, a preferred facility and community program option will be selected in collaboration with County decision-makers.

Preferred System Option

The selected Option will be further refined to include a more detailed description of policy, program and facility components.

Community corrections programs will be described in terms of elements such as:

- program description and goals
- target population
- anticipated capacity
- staffing
- cost

Facility components will be described in terms of:

- number of minimum, general and special beds required for male and female inmates
- new construction and re-use of existing facilities
- operational considerations
- strategies for dealing with crowding
- capital and operating cost estimates

A broad Implementation Plan will be developed for the selected Option. The Implementation Plan will specify the overall timing and nature of activities required to implement the recommended program and facility options. Major activities such as construction timeframes, and program development/staffing timeframes will be charted against general time horizons.

Regionalization

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The team will identify potential partners, including adjoining counties and the State of New Hampshire, for developing a regionalization plan. Partners will be interviewed for determining the potential for facility collaboration. Issues to be discussed will include the type of facility, number of beds, types of treatment programs to be offered, and location characteristics. The team will examine the benefits if any of regionalized plans. The team will also examine the benefits of specialized programs for mental health services and alternatives to incarceration.

PHASE 2

PRE-ARCHITECTURAL PROGRAM

The number and type of jail beds that will be required were determined in the previous phase. In Phase 2, the requirements for the new jail facility are further established in terms of operations, space requirements, building organization, and staffing.

TASK 2A:

FACILITY OPERATIONAL CRITERIA

The purpose of the Facility Operational and Space Program is to clearly articulate the operating requirements for the jail facility as a whole and for each individual functional component of the building, and to quantify space (square foot) requirements. It will consist of the following activities:

Facility Mission Statement

Development of a Facility Mission Statement helps to place the facility in the context of the County's overall correctional system and provides the foundation for facility operations and programs.

Operational Criteria

The Operational Criteria spell out the basic nature of facility operations, programs and security/staffing needs. Operational Criteria will also be developed for individual functional areas such as:

- Facility administration
- Public lobby
- Central control
- Staff support
- Visiting
- Intake and release
- Medical
- Housing
- Programs and services

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- Recreation
- Food Service
- Laundry
- Support and maintenance
- Parking
- Security Perimeter

Each function is discussed in terms of the following categories:

- *Policy Issues* will entail a brief description of the key mission and policy issues for the function.
- *Access/Adjacencies* will indicate the areas designated for private, secure, and public movement and for areas that should be located immediately adjacent or in close proximity to the functional area. The control of these areas is important to the security of the institution.
- *Security and Circulation* will address secure protection and circulation control. This would include limited access areas, security requirements and sightlines.
- *Staffing Requirements* will indicate the type of civilian and custody staff and their requirements needed in the space by shift.
- *Hours of Operation* will reflect hours of usage for each area.
- *User Need* will outline the discrete spaces, design concerns, special equipment, and furnishings contained within the functional area.

TASK 2B:

FACILITY SPACE PROGRAM

In Space Programming, the functional and bedspace requirements are "translated" into space, or square footage, requirements for each functional area and for the building as a whole. Space Programming includes the following elements:

Development of Space Standards

Space standards will be established based on New Hampshire and/or ACA standards and good operating practice for similar facilities. These standards will account for all areas and activities of the facility.

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Master Space Program

Using the space standards developed above, we will create a Master Space Program utilizing documentation already completed by the County for all required space.

The final Space Program lists each space in the facility, broken down by major functional areas. For each functional area, a determination is made regarding the number of users (wherever possible), the number of areas and the space standards (or square footage requirements). Together, these items translate into the total Net Square Feet necessary for each component of the facility. A departmental efficiency factor will be applied to account for the intra-unit circulation within each functional area. This multiplier will yield the New Occupiable Square Feet for each department.

A building grossing factor will be established to account for "unassignable" areas such as circulation spaces, hallways, mechanical and plumbing chases, wall thicknesses, etc. The factor may vary depending on the site constraints and inherent building efficiencies, and will yield the total Gross Square Feet required for construction.

TASK 2C:**EXISTING FACILITY EVALUATION**

The existing jail facility will be evaluated, focusing on its future ability to meet correctional system goals and objectives and future bedspace requirements. The existing facilities evaluation includes an on-site tour of the structure to achieve a first hand perspective of the facility and operations; review of existing reports and documents; and discussions with county and jail facility management staff. The evaluation will consider factors such as:

- Physical Plant, including general structural, mechanical, electrical, plumbing, and security systems.
- Adequacy and quality of housing and all program and support spaces contained in the facility
- Operational Considerations, such as suitability of spaces, layout and impact of physical plant on operations and staffing efficiency, inmate movement and supervision, and ability to meet operational and security goals.
- Feasibility of Re-Use in achieving future correctional system goals through renovation/expansion.

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TASK 2D:

CONCEPTUAL OPTIONS DEVELOPMENT

Conceptual Options provide a visual rendition of functional and space program requirements. They illustrate, in a diagrammatic way, key program elements such as circulation, adjacencies, security and massing.

Three building options will be developed and presented for review. At this level, the options will be presented in sufficient detail so as to allow for a comparative evaluation of elements such area efficiency, staffing efficiency, security and circulation, and relationship to existing facilities. A preferred option will be selected in workshop session with County and facility administration, and refined in further detail.

Design Concepts and Standards

We will also explore with the County design concepts such as podular vs. linear configuration, single versus multiple floors, and other approaches that affect construction and operational costs.

Several housing unit alternatives will be developed to illustrate different approaches, both spatially and functionally. The advantages and disadvantages of each will be described, as well as the impact on staffing efficiency, security, access and circulation.

Construction Costs Scenarios

Preliminary construction cost scenarios will be developed as an aid in evaluating the various jail facility options. The evaluation may include a comparison of renovation vs. expansion vs. new construction. Comparisons will be made at this level based on broad unit measures (dollars per square foot). A more detailed cost estimate will be developed for the selected Option.

Staffing Plan

Based on the established bedspace capacities and classifications, together with consensus on operational philosophy, we will develop an initial staffing plan that responds to the number and type of housing units and support functions to be accommodated. Baseline staffing will begin with looking at existing staffing levels, which help us establish the types of staff positions, and the amount needed for particular service levels for each function. The baseline is then modified to reflect industry operating practice and the planning considerations established through the previous tasks.

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The staffing levels are established by identifying all of the staff "posts", then applying shift relief factors to account for hours of operation (e.g. 9am to 5pm vs. 24/7 shifts), as well as absences due to vacations, holidays and sick times. The number and size of housing units usually has a significant impact on staffing levels.

Operational Costs

Taking into account the staffing requirements ascertained in the previous tasks, operational costs will be estimated by functional component, following the format of the initial staffing plan. Average staff costs (salaries plus overhead) will be used for several different categories, based on current salary information provided by the client. These costs will be applied to the staffing plan to estimate total annual staffing costs.

Life-cycle costs will reflect energy and maintenance cost, probably using a 20-year cycle, annualized. Life-cycle costs may vary slightly depending on the new jail configuration. The implications will be discussed.

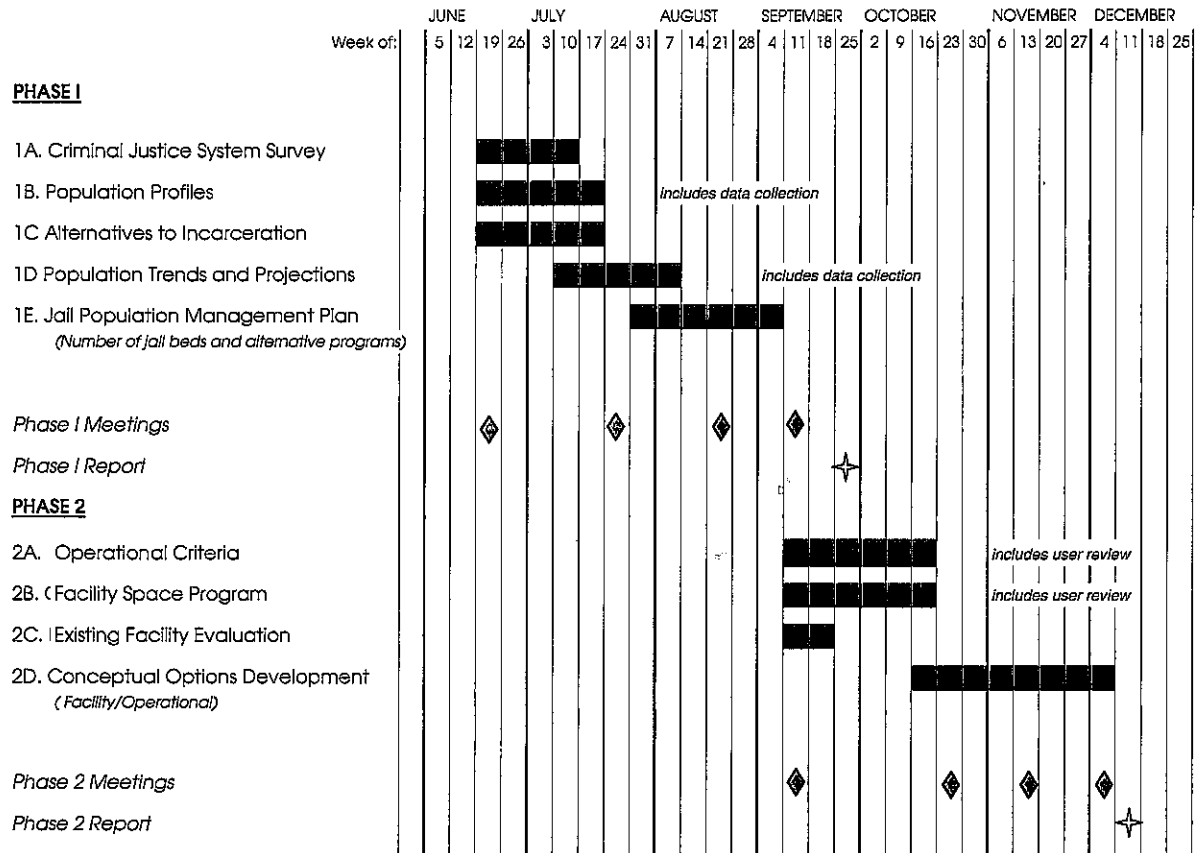
Construction Costs

Our estimator, John Billings, knows the local market, having done estimates for many correctional facilities in the region, including the Merrimack County Jail and the Rhode Island Training School projects. Billings will be collaborating with RGA on the costing activities.

Construction cost estimates will be developed on a unit cost per square foot basis, following a "systems" approach, such as the Unifomat method used by the Federal government for pre-design stage estimates. These estimates provide adequate information for planning and budgeting purposes, using basic assumptions about type of construction, overall configuration (e.g. high rise vs low rise) and type of finishes. The client will have many "choices" that affect construction costs, which will be identified up front for consideration. The estimates will also include allowances for "soft" costs, such as design fees, contingencies, voice/data technology, furniture and equipment, site development, escalation and other ancillary costs. These allowances are based on assumptions, and the client will be asked to assist with these assumptions.

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PROJECT SCHEDULE



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EXHIBIT B: COMPENSATION

Schedule of Values by Task

<u>Phase 1- Needs Assessment Study</u>		<u>Compensation</u>
1A.	Criminal Justice System Survey	\$ 14,230
1B.	Population Profiles	\$ 9,020
1C.	Alternatives to Incarceration	\$ 12,440
1D.	Population Trends and Projections	\$ 20,940
1E.	Jail Population Management Plan <i>(Number of jail beds and alternative programs)</i>	\$ 15,200
<i>Phase 1</i>		<i>\$ 71,830</i>
<u>Phase 2 - Pre-Architectural Program</u>		
2A.	Operational Criteria	\$ 16,500
2B.	Space Program	\$ 15,020
2C.	Existing Facility Evaluation	\$ 5,390
2D.	Conceptual Options Development <i>(Facility/Operational)</i>	\$ 23,770
<i>Phase 2</i>		<i>\$ 60,680</i>
TOTAL COMPENSATION		\$ 132,510

R I C C I G R E E N E A S S O C I A T E S

EXHIBIT C: COMPENSATION FOR ADDITIONAL SERVICES

If the COUNTY requests services not included within the Basic Services to be provided by the CONSULTANT or its subcontractors, pursuant to the Agreement, such services will be provided by CONSULTANT or its sub-contractors at the following hourly rates:

Ken Ricci	\$250.00
Laura Maiello	\$165.00
Senior Architect	\$165.00
Intermediate Architect/Planner	\$100.00
Wendy Naro	\$150.00
Kevin Warwick	\$150.00

The foregoing hourly rates are subject to increase as of January 1 of each year.

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EXHIBIT D: INSURANCE CERTIFICATE

ACORD CERTIFICATE OF LIABILITY INSURANCE

PRODUCER

OP ID ED
R10CT-1DATE (MM/DD/YYYY)
05/03/06

Design Insurance Agency, Inc.
116 John Street - Suite 1600
New York NY 10038
Phone: 212-233-6890 Fax: 212-233-7852

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Ricci Greene Architects, PC
158 West 27th Street
New York, NY 10001

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: Fidelity & Guar Ins. Und.

INSURER B: St. Paul F & M Ins. Co.

INSURER C: CNA Insurance Cos.

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTA INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	BK02157655	11/15/05	11/15/06	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$100,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	BK02157655	11/15/05	11/15/06	COMBINED SINGLE LIMIT (EA accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$ EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$ EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	BW02178585	05/01/06	05/01/07	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000
C	Professional Liability	AEA006121244	11/15/05	11/15/06	Per Claim \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

*Cancellation: 15 Days if for Non-Payment of Premium.

CERTIFICATE HOLDER

R10CTGR

Ricci Green Architects, PC
158 West 27th Street
New York NY 10001

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30* DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Thomas G. Coghlan